

SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD
MEETING MINUTES
Civic Center Library Board Room
February 18, 2004

Members Present: Judith Crider, Chair
David Berry
Hamilton Lee Durning
R. Jerry Hargitt
Camille Schmidt
Nancy Walker

Members Absent: Linda Tardie – excused

Others Present: Rita Hamilton, Library Director
Mary Johnson, Library Operations Manager
Sharyn Pennington, Library Operations Coordinator
Bill Pillow, Public Services Manager
Jason Song, Library Technology Planning & Support Coordinator
Debbie Tang, Facilities & Special Projects Manager
Ron Hand, Member- Environmental Quality Advisory Board
Larry Person, COS Senior Environmental Coordinator
Mary Warner, Administrative Secretary (minutes)

CALL TO ORDER

Mrs. Crider called the meeting to order at 3:30 p.m.

APPROVAL OF MINUTES

Mrs. Crider asked for a motion to approve the minutes of the January 21, 2004 meeting. Mr. Hargitt so moved; Mr. Berry seconded, and the motion carried 6-0.

Mrs. Crider introduced Ron Hand and Larry Person who explained that they were visiting all Council-appointed boards and commissions to request a one-page resolution from each in favor of the City of Scottsdale's promotion of an Environmental Quality event at WestWorld in mid-April. It would feature *EnviroKidsFest04*, a science-based, interactive, hands-on opportunity for 4th, 5th and 6th graders in Scottsdale schools to learn about preserving their environment, and *SolFest 2004*, a family event featuring information on environmentally responsible living and renewable energy sources. It would also include a City of Scottsdale pavilion informing citizens of available environmental services.

The board asked staff to obtain information on the proposed SolFest 2004 workshop presentations and to distribute a sample resolution. The board agreed to place the adoption of a resolution on the agenda for next month's meeting.

LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))

Monthly Statistical Report - Sharyn Pennington

| | <u>January</u> <u>2003</u> | <u>January</u> <u>2004</u> | <u>% Change</u> |
|----------------------------------|---|---|------------------------|
| Library Collection | | 796,782 | |
| Items Circulated | 167,967 | 175,824 | +4.7% |
| Attendance | 144,136 | 123,497 | -14.32% |
| Volunteer Hours | | 2,535 | |
| Customers Using Public Computers | | 34,338 | |

Special Revenue Account Report - Sharyn Pennington

The Gift & Memorial Trust Account received \$4,175 for the month; expenses were \$9,666.62. In the Library Book Sale Special Revenue Account, January income from sales was \$17,666.48 and expenditures were \$9,308.25.

The Board discussed the fact that the rising library attendance count totals do not accurately reflect the increase due to Palomino's gate malfunction this past year. Mr. Hargitt asked if we could show the totals without the Palomino numbers, to reflect the positive trend, and note that Palomino's figures are listed separately due to an adjustment for undetected equipment malfunction.

Library Director's Report – Rita Hamilton

Ms. Hamilton told the Board about the very successful Hearts & Flowers Volunteer Appreciation Luncheon that was held on February 23 at Monterro's at WestWorld. Over 185 volunteers attended, including Mayor Manross, four Council members, Friends of the Library Board members and Library Advisory Board members Nancy Walker and Camille Schmidt who also volunteers at the library. Ms. Hamilton thanked the board for approving the funds for the luncheon. Valley Transit had donated use of three buses to transport volunteers to WestWorld.

Mr. Hargitt moved that the Board send a letter to Valley Transit extending our appreciation for the use of the buses. Mr. Durning seconded and the motion carried 6-0. Staff will prepare a letter of appreciation on behalf of the Board and the library.

Ms. Hamilton reported that library staff is in the process of evaluating four vendor demonstrations of library computer systems to replace the system we currently use. Staff will reach a decision in March.

Ms. Hamilton gave each board member a copy of the book selected for OneBookAZ in April, *Life of Pi*, by Yann Martel. She reminded the board about the *Friends of the Library* fundraiser

Authors & Appetizers Among Friends, to be held this Friday, February 20, at Civic Center Library. She told the board that there will be an All Staff Celebration on March 12, to thank the entire staff for outstanding work on the Strategic Plan and to present staff achievement awards. She showed the board an award received from the *Jewish News* Greater Phoenix Survey naming Scottsdale's Civic Center Library as the "Best Library 2003" by its readers.

Library Services Highlights: Wireless Access

Jason Song, Library Technology Planning & Support Coordinator

Ms. Hamilton introduced Jason Song who explained that Scottsdale Public Library System is the first in the Valley to offer free WiFi service to the public (Wireless Fidelity, or wireless laptop access to the Internet). Library patrons can bring their personal laptops to the library and have wireless access to the library network's Internet connection to our many database links. The board thanked Jason for being a pioneer in this technological service for our customers.

Ms. Schmidt reported that she enjoyed the new coffee service at Mustang Library.

ITEMS REQUIRING BOARD ACTION

Expenditures - Rita Hamilton

February 2004

| | | |
|--|-----------------|--------------|
| All Staff Celebration Event | \$ | 100 |
| National Volunteer Week Recognition | \$ | 500 |
| Youth Services - Incentives for tours, outreach efforts (System-wide request) | \$ | 1,500 |
| | Total \$ | 2,100 |

After a review and discussion of the proposed expenses, Mr. Hargitt moved to approve the February 2004 expenses. Ms. Schmidt seconded, and the motion carried 6-0.

Adult Programming Policy Revision:

Ms. Hamilton explained that this policy contains our guidelines for programs that are presented for the adult public by the library staff and that are listed in our Library Event Calendar. Ms. Schmidt moved to accept the policy. Mr. Durning seconded and the motion carried 6-0.

February 18, 2004
Page Four

INFORMATIONAL ITEMS

Announcements/Issues for Future Discussion

Mrs. Crider stated that the next meeting would be held on March 17, 2004.

ADJOURNMENT

There being no further business, Mrs. Crider asked for a motion to adjourn. Mr. Durning so moved, Ms. Schmidt seconded, and the February 2004 Library Advisory Board meeting adjourned at 4:40 p.m.

Mary Warner, Administrative Secretary

..